

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**July 31, 2007 MINUTES**

On Tuesday, July 31, 2007, a meeting of the Board of Madison County Commissioners came to order at 10:15 a.m. with Commissioners David Schulz, Lewis Stahl, and Jim Hart present.

Jim Hart moved to approve the July 24, 2007, minutes with corrections. David Schulz seconded the motion. Jim Hart and David Schulz voted aye. Lewis Stahl abstained from voting as he was absent for that meeting. The motion carried on a majority vote.

Those people in attendance at the meeting were Marilee Tucker, Vicki Tilstra, Peggy Kaatz, Sheri Jarvis, Amy Donovan, Nathan Tebay, Frank Ford, Dave Schenk, Trent Biggers, Andrew Hagen, and Steve DiGiovanna.

David Schulz noted that Dave DeGrandpre, Contract Planner, was scheduled to be present at the meeting to discuss the Bradley Creek Subdivision. Because this discussion was addressed at the Planning Board meeting, there was no need for Mr. DeGrandpre to attend this meeting.

**Predatory Animals MOU:** Jim Hart moved to approve the Memorandum of Understanding between the USDA APHIS Wildlife Services, the Montana Wool Growers Association and Madison County, in which Madison County agrees to allocate \$1,213.80 for protection of sheep from destructive animals, for the period of July 1, 2007 to June 30, 2008. Lewis Stahl seconded the motion. All voted aye and the motion carried.

Jim Hart moved to approve the Memorandum of Understanding between the USDA APHIS Wildlife Services, the Montana Department of Livestock and Madison County, in which Madison County agrees to allocate \$12,516.50 for protection of cattle from destructive animals for the period of July 1, 2007 to June 30, 2008. Lewis Stahl seconded the motion. All voted aye and the motion carried.

**Planning Office Transition:** Marilee Tucker, Planning Office Clerk, met with the Board to discuss the transition in the Planning Office. Marilee stated that she had received a request from Red River Investments for release of the road bond for Silver Star Trails Subdivision. Also discussed were Planning Director candidates and upcoming projects.

**Historic Road Closure in Ennis:** The Board discussed a possible error in the legal description of a historical road closure in Ennis. Jim Hart stated that he will meet with Stephanie Kruer for an on site observation of the road in question.

**Skyline Bus Funding Request:** David Schulz read a letter from David Kack, Coordinator of Skyline Bus, regarding a request for Madison County to help with funds to keep the system operating at its current level. In the interest of public safety and reducing traffic on Highway 191 and Highway 64, Jim Hart moved to authorize the expenditure of \$30,000 to Skyline Bus, matching the donation made by Moonlight Basin Ranches, for Fiscal Year 2007-2008, and to be reviewed again with the Fiscal Year 2008-2009 budget. Lewis Stahl seconded the motion. All voted aye and the motion carried.

**Medical Insurance Renewal Plan Documents:** Jim Hart moved to adopt the Madison County Employee Medical Benefit Plan Document, effective July 1, 2007, as presented by Boulder Administration Services, with changes to page 60. Lewis Stahl seconded the motion. All voted aye and the motion carried.

**TRMCC & RVH Administrator Position:** The Board discussed the interview schedule for the Joint Administrator position for the Tobacco Root Mountains Care Center and the Ruby Valley Hospital.

**Bookkeeping Office Transition:** Vicki Tilstra, Bookkeeper, and Peggy Kaatz, Clerk and Recorder, met with the Board to discuss a resolution that would separate the Bookkeeping Office from the Clerk and Recorder's Office. Peggy Kaatz brought up questions regarding her legal responsibilities as Clerk and Recorder in relationship to the Bookkeeping Office and how these responsibilities would be handled if the offices were divided. The Board will contact other counties with separate finance offices to see how they handle these responsibilities before acting on the resolution.

**Building Project (Law and Justice Center):** Sheri Jarvis, Project Information Coordinator, presented the Board with a draft informational mailer regarding the Law and Justice Center and Courthouse addition. Sheri will send out the mailer to Virginia City boxholders by the end of the week.

**Victims Witness Advocate Grant:** Amy Donovan, Victims Witness, met with the Board to discuss the grant award for her program. Jim Hart moved to accept Grant Award Number 07-V01-90025, from the State of Montana Board of Crime Control, Victim/Witness Advocacy Program, in the amount of \$25,000, for the period of July 1, 2007 through June 30, 2008. Lewis Stahl seconded the motion. All voted aye and the motion carried.

**Orchard Hill Estates Request for Drawdown:** Nathan Tebay, Contractor, met with the Board to discuss a drawdown request for payment of subdivision improvements at Orchard Hill Estates Subdivision. Lewis Stahl moved to authorize the release of \$17,198, the total amount remaining in Escrow Account #5085518 held by First Madison Valley Bank of Ennis, for payment to Tebay Construction for Invoice #328 which is \$249.38 in excess of the remaining escrowed amount, only after discussion with and concurrence of the County Attorney. Jim Hart seconded the motion. All voted aye and the motion carried. Release of Invoice #320 in the amount of \$10,475, as discussed on July 10, 2007, will not be considered per discussion with Mr. Tebay that work billed on that invoice was above and beyond the work that was required in the Subdivisions Improvements Agreement and therefore not subject to County jurisdiction.

**District 2 Commissioner Position:** The Board reviewed applications of candidates for the District 2 Commissioner position. The Board selected four candidates and will set up interviews for August 6, 2007, beginning at 9:00 a.m.

**Communications Coordinator Position:** The Board conducted two interviews for the Communications Coordinator position and will conduct the remaining interview tomorrow. Frank Ford, Independent Consulting, was also present for the interviews.

**Claims:** The Board approved claims.

At 5:00 p.m., the remainder of the meeting was continued to Wednesday, August 1, 2007.

### **Wednesday, August 1, 2007**

**Communications Coordinator Position:** The Board conducted the final interview for the Communications Coordinator Position. Frank Ford, Independent Consulting, was also present for this interview. In concurrence with the current contracted Communications Coordinator, Lewis Stahl moved to offer the position of Communications Coordinator to Steve DiGiovanna, starting at \$16.74 per hour and going to department head rate after 1040 hours. Jim Hart seconded the motion. All voted aye and the motion carried.

**Road Crew Positions:** As recommended by Road District 2 Foreman, Shane Escott, Lewis Stahl moved to offer the Road Crew 2 temporary position to Jeff Hill, with a beginning wage of \$13.81 per hour, as advertised. Jim Hart seconded the motion. All voted aye and the motion carried.

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David Schulz, Chairman  
Board of Madison County Commissioners

Date Approved: August 7, 2007

Minutes prepared by:

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Laurie Buyan, Administrative Assistant

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Peggy Kaatz, Clerk and Recorder, Madison County